

Town of Belmont
Capital Budget Committee
Belmont Town Hall, Room 1
Thursday Evening, May 3, 2007, 6:30 p.m.

According to an understanding established informally with members of the Committee, Mrs. Brusch called the meeting to order about 7:10 p.m. The following members of the Committee were present at the time of the call to order: M. Patricia Brusch, Mark F. Clark, Jennifer M. Fallon, Angelo Firenze, Daniel Leclerc, Ann Marie Mahoney and Diane Stafford. Also present were Thomas G. Younger, Town Administrator, and Barbara Hagg, Town Accountant and staff liaison to the Capital Budget Committee.

The Committee had the following material before it:

1. Agenda for the meeting prepared by Mark Clark, Secretary.
2. Drafts of minutes 3/22/07, 3/29/07 and 4/12/07, prepared by Mark Clark (attached to Agenda).

Action on Minutes of Previous Meetings
(Item 2 on Committee Agenda)
Meetings of 3/22/07, 3/29/07 and 4/12/07

Mrs. Brusch called for consideration of pending minutes, pointing out that drafts of the previous three meetings' minutes were attached to the Agenda. Members of the Committee took a few moments to review the drafts, noting several points in the draft of March 22, 2007, minutes. A failure of subject and verb to agree in number was noted, the full wording of an acronym was supplied, and the proper name of legislation was supplied. Mr. Clark agreed to make the changes in the draft accordingly. Upon motion duly made and seconded, the drafts as corrected were approved.

Continued Discussion of FY08 Capital Budget Requests
(Item 3 on Committee Agenda)

Discussion of the FY08 budget began with a general discussion of the Annual Town Meeting and this Committee's responsibilities regarding the Capital Budget. Ralph Jones, the Chairman of the Warrant Committee, wishes to make a presentation to the Town Meeting in June about the financial position of the Town and the potential size of and need for an override next year. He wishes to use the Town Meeting for this purpose because a greater attendance can be assured there than would be true for an informal meeting. Only the Board of Selectmen can actually put in an override proposition on the ballot. Meantime, the report of this Committee for the June session of the Annual Town Meeting will be due on June 4. Mr. Clark proposed to present a draft report at the next meeting of this Committee that would be based upon last year's report but include some material concerning this Committee's observations about the lack of coordination in the requests that are made to this Committee. Mr. Firenze noted that next year the capital budget requests will be filtered through the Town Administrator to coordinate purchases and projects (in the same manner as is currently done with the operating budget). Issues surrounding back-up generators, computer printers, and neglected maintenance were cited as examples of the lack of coordination concerning capital budget requests. Mrs. Brusch indicated that, even if the Capital Budget is to go through the same initial process as the operating budget, this Committee should have an opportunity to begin its work in January. During this discussion, a consensus emerged that Mr. Clark's proposed approach to drafting a report to the Annual Town Meeting would be satisfactory.

Mrs. Brusch noted that the Committee was scheduled to meet on May 24 and May 31 at 7:00 p.m. If decisions on budget requests can be made at tonight's meeting, those meetings will be devoted to writing this Committee's report. John Bowe will again prepare a chart of five-year projections and Ms. Hagg will again prepare a statement of this year's proposals recommended by this Committee for the Capital Budget (FY08, to be voted on in June).

The Committee next turned to a review of the current status of all requests made for the Capital Budget for FY08. As a basis for that review, the Committee used a chart prepared by Ms. Hagg which not only listed the items and amounts for the capital requests but also the priority of each request assigned to it by the requesting department, columns to record the position of each member of this Committee with respect to each request, and columns in which the requests could be categorized. The review was based on the tentative decisions made at the meeting of previous meeting. Although the process did include consideration of each individual request and did result in a tentative budget recommendation (summarized below), certain items on list required more discussion than others.

Mrs. Brusch reported that she had received a communication from Peter Castanino, DPW Director, concerning the status of tennis courts. Mr. Castanino will not install nets at the tennis courts at Grove Street. This will mean that only those at Chenery and the High School will continue to be open. Mr. Firenze would like to see other courts patched temporarily but Mrs. Brusch observed that such a step would be maintenance, not a capital expenditure. Mr. Younger indicated that some of the other courts seemed to need more than a patch or a sealing. Mr. Firenze again indicated that he would like to see this included in the maintenance list that Mr. Younger is assembling and Mrs. Brusch asked Mr. Younger to ascertain from Mr. Castanino what the cost of temporary repairs would be. Ms. Fallon suggested that the Recreation Department should put money in its budget to repair tennis courts if that Department feels that provision of tennis courts is a service that the Town should provide. She made the point that this Committee should not, by the indirect road of allocating capital funds, make decisions about what amenities the Town provides.

The request for the first phase of the building security program will be \$100,000, not \$200,000 as previously discussed.

The back-up generator request previously made for the Library has been dropped in priority from number 1 to number 4, based on the decision of the Belmont Municipal Light Department to upgrade its service in that area. Ms. Fallon indicated that the seemingly similar request for the Homer Building should be addressed in the same manner and that Messrs. McCanne and Petto should be called upon to report on IT needs comprehensively.

Mrs. Brusch noted that the needs of the Homer Building go beyond the HVAC and generator request pending for IT purposes. Requests regarding the Homer Building have been made by Wm. Kevin Looney, Manager of Building Services, but many different issues are involved. Ms. Fallon suggested that Building Services requests for HVAC should be broken down, and not lumped together. Mr. Firenze suggested that there were sufficient problems not only with the Homer Building but the Town Hall Complex as a whole, that a claim would be appropriate against the architect of the recent renovation and the architect's insurer. He noted specifically the failure of the driveway to drain properly and the lifting of pavers in the driveway.

Mr. Firenze noted that two non-profit property owners in Town would consider funding specific capital purchases but are not interested in payments in lieu of taxes (sometimes referred to PILOTs).

After completing review of Miss Hagg's chart of requests, the Committee noted that it had tentatively allocated \$2,059,100, leaving about \$175,000 unallocated. Mr. Firenze suggested that this amount might be turned back to the Warrant Committee to fund maintenance items but Ms. Fallon expressed concern that the Capital Budget should not be reduced in favor of current items. Mr. Younger observed that this should be the year in which maintenance is moved to the operating budget and it would not be logical to reduce the Capital Budget at the same time.

Messrs. Clark and Firenze then suggested that the purchase of the HVAC units for the High School be bonded and that part of the \$175,000 be used for the debt service on those

bonds. Mr. Firenze also suggested that the continuing debt service be funded from the Capital Budget in future years. Assuming that the HVAC purchase for the High School can be bonded with a 10-year bond and that the interest rate will be 4.75%, the debt service in the first year would be \$148,000. The Committee will check with the Town Treasurer that such a purchase can be bonded for 10 years. Upon motion from Mr. Firenze, and after second, it was unanimously voted by the Committee that the Committee recommend that HVAC units be purchased for the High School, that the funds for that purchase be raised by the issuance of bonds for 10 years and that the debt service for those bonds be taken each year from the Capital Budget provided that the debt service is not more than \$150,000 in any one year.

The result of the Committee's actions and deliberations are summarized as follows:

Dept Project	Total Available from General Fund \$2,233,000	CBC Recommended	
Police	Feasibility Study for a New Police Station	50,000	
Police	AFIS ID 500 Desktop System for Fingerprints	25,000	
Police	Motorola XTS 2500 Digital Portable Radios	100,000	
Fire	Radio System Upgrade Phase 1	44,000	
School	Town-wide Fiber Redundancy Project	85,000	
School	CMS Telephone Replacement	46,000	
School	Data Integration & Recovery Phase 1	52,500	
School	Virtualized backend service Phase 1	25,000	
School	3rd year of a five year replacement of HS translucent panels		125,000
School	HS tennis courts	48,500	
School	SAB weather stripping	27,500	
Highway	Snow Fighter Conversion	35,000	
Highway	Dump Truck (35,000 GVW)	91,000	
Highway	Replace 1999 Chevrolet 1 ton 4 wheel drive pickup truck		33,200
Parks	Athletic Field Conditioner	18,400	
Parks	Replace 14 year old Riding Lawn Mower	12,000	
Bldg	Security Control System	100,000	
Bldg	HVAC work- Homer	17,000	
Bldg	Highway Yard Bldg - ventilation	50,000	
Library	Reconfiguration of circulation area	49,000	
CD	Pavement & Sidewalk Management	1,025,000	
		2,059,100	
	Debt Service for HS HVAC units	150,000	
	Total CBC recommendation	2,209,100	
Bond Authorization			
School	Replace remaining 10 HS roof top HVAC units	1,000,000	Bond, up to
	\$150K debt service		

Adjournment
(Item 4 on Committee Agenda)

The meeting adjourned at about 9:38 p.m.

Respectfully submitted,

Mark F. Clark